



Elkhart and St. Joseph Counties Head Start Consortium

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Dr. Kathy Guajardo, Executive Director

This institution is an equal opportunity provider

Baugo Community Schools
Concord Community Schools
Elkhart Community Schools
John Glenn School Corporation
Goshen Community Schools
Middlebury Community Schools
Penn-Harris-Madison
School City of Mishawaka
South Bend Community Schools
Union-North United Schools
Wa-Nee Community School

May 15, 2024

Regular Session – 9:00 a.m.

Board Meeting – In Person/Virtual

I. Call to Order

The meeting was called to order by Byron Sanders at 9:00 a.m. He then asked for roll call to be taken, we do have a quorum.

II. Roll Call

Present:	Byron Sanders	Baugo Community Schools – President - in person
	Dr. Angela Piazza	Union-North United Schools – Vice President - in person
	Dr. Theodore Stevens	School City of Mishawaka – in person
	Dan Funston	Board Representative, Concord Community Schools – in person
	Dr. Scot Croner	Wa-Nee Community Schools – in person
	Ashley McCallum	Parent Policy Council Representative – in person
	Dr. Kathy Guajardo	Head Start Executive Director – in person
	Amy Fox	Attorney – via zoom
Absent:	N/A	Board Representative, Elkhart Community Schools
	Deb Martin	Board Representative, SB Community School Corporation
	Dr. Jerry Thacker	PHM Community Schools
	Dr. Alan Metcalfe	Board Representative, Goshen Community
	Christopher Winchell	John Glenn Community Schools
	Dr. Jason Snyder	Middlebury Community Schools

Also present at the meeting were Tim Davis, John Glenn Community Schools, in person, Gregg Hixenbaugh, HR Consultant, via zoom, and Chris Gregorich, Business Manager, via zoom.

III. Public Speakers

None at this time.

IV. Adoption of the Agenda

A motion to amend the agenda with the additional item added, 24-0515-17. The motion for approval to adopt the agenda was made by Dr. Theodore Stevens and was seconded by Dr. Angela Piazza. All were in favor.

V. Approval of Minutes

The motion for approval was made by Dr. Scot Croner and was seconded by Dr. Angela Piazza. All were in favor.

VI. Communication:

A.) Executive Director's Report

As reported in the packet.

B.) Policy Council Chairperson's Report

None at this time.

C.) Board Member's Communication

None at this time.

VII. Action Agenda

- 24-0515-01 Approval of Distribution of Payroll, Summary of Actual Expenditures**
The motion for approval was made by Dr. Angela Piazza and was seconded by Ashley McCallum. All were in favor.
- 24-0515-02 Approval of Personnel Actions included in Human Resources Report**
The motion for approval was made by Dr. Theodore Stevens and was seconded by Dr. Angela Piazza. All were in favor.
- 24-0515-03 Approval of the Consortium Programs Policies and Procedures for Content Areas and Request to Adjust Accordingly**
The motion for approval was made by Dr. Scot Croner and was seconded by Dr. Theodore Stevens. All were in favor.
- 24-0515-04 Approval of the (Tentative) 2024-2025 School Calendar**
The motion for approval was made by Dr. Theodore Stevens and was seconded by Ashley McCallum. All were in favor.
- 24-0515-05 Approval of the Organizational Chart for the Early Head Start, Early Head Start Community Childcare Partnership, and Head Start Grantee**
The motion for approval was made by Ashley McCallum and was seconded by Dr. Theodore Stevens. All were in favor.
- 24-0515-06 Approval for the Amendment of the Employee Handbook**
The motion for approval was made by Dr. Scot Croner and was seconded by Dan Funston. All were in favor.
- 24-0515-07 Approval for the Submission of the Head Start and Early Head Start Refunding Application due August 1, 2024**
The motion for approval was made by Dan Funston and was seconded by Dr. Angela Piazza. All were in favor.
- 24-0515-08 Approval of the Potential Contractors/Vendors for Training for the 2024-2025 School Year**
The motion for approval was made by Ashley McCallum and was seconded by Dr. Scot Croner. All were in favor.
- 24-0515-09 Approval for the Annual Report for Fiscal Year 2023 and to Distribute the Report to the Public**
The motion for approval was made by Dan Funston and was seconded by Ashley McCallum. All were in favor.
- 24-0515-10 Approval of the Recruitment and Enrollment Plan for the 2024-2025 School Year**
The motion for approval was made by Dr. Theodore Stevens and was seconded by Dan Funston. All were in favor.
- 24-0515-11 Approval to Submit the COLA Grant**
The motion for approval was made by Ashley McCallum and was seconded by Dr. Scot Croner. All were in favor.
- 24-0515-12 Approval of the Kindergarten Readiness Plans, Goals, and Objectives**
The motion for approval was made by Dr. Scot Croner and was seconded by Dr. Theodore Stevens. All were in favor.
- 24-0515-13 Approval of the Self-Assessment Document**
The motion for approval was made by Ashley McCallum and was seconded by Dr. Theodore Stevens. All were in favor.
- 24-0515-14 Approval of the Child Outcomes Report**
The motion for approval was made by Dan Funston and was seconded by Ashley McCallum. All were in favor.

- 24-0515-15 Approval of the Corrective Plan for the Jimtown Incident**
The motion for approval was made by Dan Funston and was seconded by Dr. Scot Croner. All were in favor.
- 24-0515-16 Approval for Stipends to the Mentoring Managers for Additional Work Duties**
The motion for approval was made by Dr. Angela Piazza and was seconded by Dr. Scot Croner. All were in favor.
- 24-0515-17 Approval to Request a 1303 Grant for Improvements for the HVAC System at Jimtown**
The motion for approval was made by Dr. Theodore Stevens and was seconded by Dan Funston. All were in favor.

VIII. Adjournment

The meeting was adjourned at 9:31 a.m.

Submitted by:

Chris Gregorich